

2006 Professional Development Grants Program

Due January 15, 2006

The South Carolina Council of Teachers of Mathematics announces a professional development grants program. The program provides grant awards of up to \$5,000 each to SCCTM members to fund activities designed to improve mathematics instruction in K-12 in the state of South Carolina by strengthening teachers' knowledge of mathematics content. Sponsored activities emphasize the understanding, application, and teaching of mathematics content in the various grades as described in the *NCTM Principles and Standards for School Mathematics* and the *South Carolina Mathematics Curriculum Standards*. Annual funding of up to \$20,000 is anticipated, pending availability of funds.

Successful grant proposals must meet the following guidelines:

1. Funded activities may include content workshops, graduate courses, mentoring projects, site-based research projects¹, and other similar activities that enhance teacher knowledge of mathematics content and pedagogy.
2. Funded activities must include a component that addresses the dissemination of acquired knowledge. Dissemination strategies may include sharing material developed in the project in published form (e.g., in the *MathMate*), through presentation at a regional or national conference (e.g., the annual fall conference of the SCCTM), through workshops for peers conducted by teachers who are project participants in their home schools or districts, and other similar means.
3. Graduate courses funded through this program must meet a minimum of fifteen contact hours over a minimum period of one week per credit hour awarded (e.g., a two-credit course must meet 30 contact hours over a minimum two-week period; a three-credit course must meet 45 contact hours over a minimum three-week period).
4. Proposals must demonstrate a potential for long-term impact on participants.
5. Participants must be South Carolina mathematics educators.
6. A final report must be submitted at the conclusion of each project that summarizes the activities and outcomes, and assesses the project's effectiveness in achieving its stated goals.

Deadline for submission of proposals for this funding cycle is **January 15, 2006**. Proposals should be submitted using the procedures noted on the website to Mrs. Susan Hall, Summit Parkway Middle School, 200 Summit Parkway, Columbia, SC 29229. If you have questions about the Professional Development Grants program, please contact Susan Hall at susan20003a@msn.com.

¹ Teachers might try two approaches to teaching and compare student learning. One or more teachers might create units of instruction, field test them, and look at how student learning is impacted. Teachers at a school using block scheduling might partner with teachers at a school using traditional scheduling. They might meet to discuss a research project that tries to study the impact of these two schedules on student learning in mathematics.

Procedures for Application and Selection of Awardees

Grant Application:

All proposals must use the following format and **must use the forms provided** at the end of this document.

1. Cover Sheet (form provided)
2. Abstract (limit, one page single-spaced)
3. Table of Contents
4. Proposal Narrative

The proposal narrative should include the following information and should **not exceed five pages double-spaced**:

- a. Statement of the demonstrated need for the project;
- b. Statement of how inclusion of the State curriculum standards will be addressed;
- c. A description of the purpose of the project and its objectives, including measurable objectives that specify what teachers will know and be able to do in the classroom as a result of the proposed activities.
- d. A **detailed** description of the activities to be implemented, including follow-up, and discussion of how these activities **meet the needs** of the target population;
- e. A discussion of who will be served by the proposed project and an estimation of the number to be served.
- f. The expected outcomes and accomplishments of the project (including impact on teacher learning and classroom practice);
- g. An evaluation of project outcomes that includes an assessment of how the activities have contributed to teacher practice and, where possible, student achievement;
- h. Identification of key personnel, their qualifications and project-related responsibilities.
- i. The use of appendices is discouraged but if supplemental information is included it **must not exceed 5 pages**.

5. Proposed Budget (form provided)

The Proposed Budget form must be completed and **must include a detailed Budget Justification/Explanation**. The justification must provide an explanation of the proposed budget categories. Eligible expenses are limited to those necessary to complete the proposed project and guidelines are listed below. Financial matching from participating school districts, non-public schools, other private organizations, and the sponsoring institution of higher education or non-profit organization is **strongly** encouraged.

Proposed projects may have budget requests of up to \$5,000.

Budget Guidelines:

- a. All personnel costs must be clearly explained.
- b. Under participant costs, no per diem or travel costs will be allowed. Costs for reasonable field trip expenses associated with program activities are allowable (i.e., van rental).
- c. Budgets must clearly identify the use of external funds (those in addition to the requested SCCTM funds) to be used in the proposed project.

Submission of Proposals

The original and seven copies of the proposal along with one copy on disk (PC-compatible, Word or text format) must be submitted to Mrs. Susan Hall, Summit Parkway Middle School, 200 Summit Parkway, Columbia, SC 29229, by **January 15, 2006**.

Selection Committee and Review Process

The selection committee will be composed of seven members, appointed by the President of SCCTM with the advice and consent of the SCCTM Executive Board. The chair of the committee shall be the Past-President of SCCTM. The remaining six members shall be representative of the geographic regions of the state and shall include representation from both K-12 and post-secondary institutions.

Copies of the proposals will be provided to the members of the selection committee within one week after receipt by the committee chair. The selection committee will meet to discuss the proposals and select those to be funded in conjunction with the January meeting of the SCCTM Executive Board. Project duration will be March 1, 2006 - December 31, 2006. Funds will be distributed so as to be available on the projected start date of each funded project.

Final Project Report

At the conclusion of each funded project, a final report must be submitted that summarizes the activities and outcomes of the project, and assesses the project's effectiveness in achieving its stated goals. The final report is due to the President of SCCTM by February 1st of the year following the conclusion of the project.

COVER PAGE
SCCTM PROFESSIONAL DEVELOPMENT GRANTS PROGRAM
PROJECT PERIOD: MARCH 1, 2006 - DECEMBER 31, 2006

1. Project Title:

2. Project Director(s):

Name _____ Title _____

Mailing Address:

E-Mail Address:

Phone: _____ Fax: _____

Signature(s): _____

SCCTM Membership Number(s): _____

Date: _____

2. Collaborating Institutions and School Districts

3. Requested Funding: _____

4. Proposed Project Dates: _____

**PROPOSED BUDGET
SCCTM PROFESSIONAL DEVELOPMENT GRANT PROGRAM**

MARCH 1, 2006 - DECEMBER 31, 2006

INSTITUTION:	SCCTM FUNDS	Other Funds	SCCTM Use
PROJECT DIRECTORS:			
1. Key Personnel (Faculty/Administration)			
A. Salaries			
1.			
2.			
3.			
B. Fringe Benefits			
2. Support Personnel			
A. Salaries			
1.			
2.			
3.			
B. Fringe Benefits			
Total Personnel Costs			
3. Participant Costs			
A. Books			
B. Materials			
C. Travel			
D. Other			
Total Participant Costs			
4. Supplies			
A.			
B.			
5. Equipment			
A.			
B.			
6. Additional Costs			
A.			
B.			
C.			
7. Other Travel			
TOTAL PROJECT COSTS			